

**NATIONAL
TRUST
FOR
HISTORIC
PRESERVATION**

*Helping Johnny Walk to School:
Sustaining Communities through Smart Policies*

Request for Proposal (Round 2)

Driven by concerns about the abandonment of older neighborhood schools and the siting of new schools outside of communities, the National Trust is offering a 12-month program to help organizations secure community-centered schools through implementation of state-level policies and practices. Through a cooperative agreement with the U.S. Environmental Protection Agency, the National Trust will select organizations in up to three states to receive a year of technical assistance and a \$6,000 grant to: 1) research state policies and practices; 2) convene stakeholders to develop recommendations; 3) develop educational materials; and 4) publicly share policy findings. By participating in this program, organizations will help localities within their state site their schools in a way that not only achieves their educational objectives, but also anchors the local neighborhood, supports better public health, creates a cleaner environment, spurs economic development, and offers additional amenities to the community.

This is the second round of grants; in 2008, we provided six sub-grants to organizations in California, Illinois, New Hampshire, Oregon, Pennsylvania, and South Carolina.

Through this grant and with help from the project's Advisory Committee, the National Trust will provide grantees with the following technical assistance:

- ✓ up-to-date research on issues affecting community-centered schools;
- ✓ access to a network of policy experts and peer mentors;
- ✓ help with placing state policy and practices in a national context; and
- ✓ an in-state visit to your state by a policy expert or peer mentor to provide examples from other states and/or speak to a convening of stakeholders.

This program will help a nonprofit organization or coalition working on school policies, leverage their existing resources to:

- ✓ research and summarize state policies and practices that impact school siting decisions;
- ✓ create a network of interested stakeholders across the state;
- ✓ develop policy recommendations;
- ✓ develop a public information campaign to increase visibility of the issue statewide; and
- ✓ ensure state-level policies and practices encourage community-centered schools.

FINANCIAL COMMITMENT: Each grantee will receive 12 months (October 2009 – October 2010) of technical assistance and a \$6,000 grant to help encourage community-centered schools through state-level policies and practices. Selected grantees will be required to:

- ✓ provide an in-kind match to cover costs of convening stakeholders (e.g., space rental, audio-visual equipment, catering, photo-copying, etc.);
- ✓ provide one-night of lodging for a mentoring visit by a policy expert or peer mentor (if such guidance is requested by sub-grantee, the National Trust will cover travel costs); and
- ✓ print and distribute educational materials (e.g., policy briefs, Fact Sheets, etc.).

This project is funded through a cooperative agreement with the U.S. Environmental Protection Agency, the conditions of which will be passed down to the successful grantee. Organizations unable or unwilling to comply with the standard conditions outlined in CFR40 Part 30, should not reply. If you have questions about Appendices A and B, please contact Tony Martinez at antonio_martinez@nthp.org.

GRANTEE SELECTION PROCESS: To apply, organizations should submit the application form below with supporting materials **by September 16, 2009 at 5:00 p.m. eastern time**. Selected organizations will demonstrate all or most of the following characteristics:

Rating	Selection Criterion
Required	Financial commitment as outlined above.
Required	Need for improved policy and practices at the state level.
Required	Collaboration with allied organizations within the state on this issue (or demonstrable ability to create one).
Required	Proof of 501(c)3 status. (If a coalition is applying, the lead organization will be required to meet this requirement).
Required	Board commitment in writing, expressing commitment to improving school siting policies and to fully participating in the program.
Required	Willingness to be a mentor to other states in the future.
Recommended	Experience with policies and practices affecting school facilities.
Recommended	Existing board committee or network working on state-level policies and familiar with public information campaigns.
Recommended	Relationship with state-level preservation and smart growth organizations, if they exist and with the State Historic Preservation Office.

COALITIONS: If a coalition within a state wants to submit a proposal, the proposal must identify the lead nonprofit organization, demonstrate the organization's 501(c)3 status, and indicate their willingness to manage the in-kind donations and meet all regulations pertaining to federal sub-grants.

APPLICATION REVIEW: All applications will be given careful consideration by a qualified team of reviewers serving on the project's Advisory Committee. Finalists will be selected using the criteria listed above. The National Trust will notify the selected nonprofit organizations and announce the selected states on its website by October 5, 2009.

EXPECTATIONS AGREEMENT: Within 30 days after being selected, grantees will sign an *Expectations Agreement* with the National Trust detailing the responsibilities of the respective organizations including staffing commitments, proposed timeline, and expected outcomes. Below is a representative timeline of tasks that would be outlined in the agreement. The sub-grant will run from October 2009 through October 2010, but the exact timetable will be determined by the needs of each state.

<i>Sample Tasks</i>	<i>Sample Timeline</i>
I. Research and Planning Phase (Oct. - Dec. 2009)	
Outline plan and timeline for achieving research and public outreach goals; sign Expectations Agreement.	Oct. 2009
Create contact list of stakeholders and implement a communications system to involve them in conducting research, creating policy recommendations, and developing materials.	Oct. - Nov. 2009
Research state-level policies and practices that impact community-centered schools.	Oct. - Jan. 2010
II. Public Information Phase (Jan - Oct. 2010)	
Host a peer-mentor or policy expert to learn about policy and practices in another state or states.	Jan. - Mar. 2010
With National Trust and EPA assistance, convene decision-makers, key stakeholder groups, and policy experts to discuss research and develop policy recommendations.	<i>Exact timetable to be determined by needs of each state</i>
Plan a public information campaign for Summer/Fall 2010.	Mar - Jun. 2010
Print and share educational materials (e.g. policy briefs, FAQ, etc.).	Jun. - Oct. 2010
Discuss policy findings with local citizens, stakeholders, and officials.	TBD
Attend National Preservation Conference in Austin, Texas, if possible.	Oct. 26 -30, 2010
III. Project Evaluation Phase (Oct. 2010)	
Provide data for evaluation of success of program (see KEY INDICATORS).	Oct. 2010
Update stakeholders on results of public information campaign and decide next steps for coalition.	Oct. 2010

EXAMPLES: Examples of state-level policies and practices that might be addressed through this program include, but are not limited to:

Site Standards (e.g., minimum acreage requirements)	Schools as Centers of Community
Joint Use of School Facilities	Coordinated Planning of School Facilities
State Funding Rules/Costing Formulas	Evaluation Standards for Older Schools
Maintenance of School Facilities	Renovation and Retrofitting of Older Schools

PARTNERSHIPS: To help achieve the goals of this program, sub-grantees will be expected to collaborate with representatives from a broad range of fields, including, but not limited to:

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|-------------------------|---|
| ✓ Architecture | ✓ Land Use Planning |
| ✓ Development | ✓ Public Policy Institutes and Centers |
| ✓ Conservation | ✓ Real Estate |
| ✓ Construction | ✓ School Facilities |
| ✓ Education | ✓ Smart Growth |
| ✓ Health | ✓ Transportation (e.g., Safe Routes to School programs, etc.) |
| ✓ Historic Preservation | |

KEY INDICATORS: The National Trust will measure the effectiveness of the program by using success indicators agreed to by both by the grantees and National Trust staff in the *Expectations Agreement*. Success indicators might include, but are not be limited to:

- the establishment or strengthening of a network of interested individuals and organizations from around the state;
- new policy research conducted;
- the creation of educational materials (e.g., policy briefs, FAQ, etc.);
- a meeting held with newspaper editorial board on policy affecting community-centered schools.

ABOUT US: The National Trust for Historic Preservation is a private, nonprofit membership organization dedicated to saving historic places and revitalizing America's communities. Recipient of the National Humanities Medal, the National Trust was founded in 1949 and provides leadership, education, advocacy, and resources to protect the irreplaceable places that tell America's story. Staff at the Washington, D.C., headquarters, six regional offices, and 29 historic sites work with the National Trust's 270,000 members and thousands of preservation groups in all 50 states. In 2000, the National Trust for Historic Preservation placed older neighborhood schools on America's 11 Most Endangered Historic Places list, launched an initiative to provide informational resources about neighborhood schools serving as community anchors, and published a series of policy findings including the seminal *Why Johnny Can't Walk to School in the Age of Sprawl* report.

FURTHER INFORMATION: For more details about this program, visit <http://www.preservationnation.org/issues/historic-schools/>, e-mail renee_kuhlman@nthp.org, or call Renee Kuhlman, Director of Special Projects, Center for State and Local Policy, at 202/588-6234.

Sustaining Communities through Smart School Siting Policies
Round 2 Application Form

Please return the completed application by September 16, 2009 at 5:00 p.m. eastern.

Name of Organization: _____

Mailing Address: _____

City/State/Zip: _____

Primary Contact: _____

Name	Title
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Phone:	E-mail
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Board Commitment: We affirm that if selected for this program, the board will commit to the outlined program requirements, including those listed in the FINANCIAL COMMITMENT section of the RFP. We affirm that the information and commitments in this application are accurate and valid to the extent of our knowledge. We will abide by all federal regulations regarding the sub-grant of \$6,000. We also indicate our willingness to share outcomes with other states.

Board President: _____

Signature	Date
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Proposal: In a narrative format not to exceed 2500 words, describe **A)** the need for the project and the specific policy or practice(s) the organization or coalition seeks to examine; **B)** the organization's mission statement and what the organization or coalition hopes to achieve as a result of the work; **C)** the organization's involvement with the issue and the partnerships that exist and/or could be formed; **D)** proposed outline of tasks and timeline to be undertaken with this grant and **E)** describe who would carry out the proposed work and their qualifications.

Separate Attachments:

- Proof of organization's 501(c)3 status
- One recent example of policy research conducted and educational materials (e.g., a fact sheet, briefing book, etc.) developed
- Letters of support (minimum of two)

Please send to: National Trust for Historic Preservation
Center for State and Local Policy
1785 Massachusetts Avenue, NW
Washington, DC 20036
Ph: 202/588-6234 Fax: 202/588-6462
E-mail: renee_kuhlman@nthp.org

Appendix A

Federal Terms and Conditions for Sub-Grantees

1. General and Special Conditions. This project is funded, in part, through a cooperative agreement with the U.S. Environmental Protection Agency. This Agreement must be administered in accordance with the cooperative agreement and all applicable regulations and requirements governing Federal grants stipulated in Office of Management and Budget (OMB) Circular A-110 (Administrative Requirements for Grants to Non-Profit Organizations), as codified in 40 CFR, Part 30; Circular A-122 (Cost Principles for Non-Profit Organizations); and Circular A-133 (Audits of Institutions of Higher Education and Other Non-Profits). Noncompliance with the terms and conditions of this Agreement and the requirements of the OMB Circulars will cause disallowance of costs incurred under the Agreement. Website references are as follows: the Code of Federal Regulations (CFR) <http://www.gpoaccess.gov/cfr/index.html> and the OMB Circulars www.whitehouse.gov/omb/circulars/index.html.

The Grantee shall cooperate with the National Trust for Historic Preservation (NTHP) in complying with the General and Special Terms and Conditions to the cooperative agreement, including but not limited to the obligation to acknowledge its support for the project and the obligation to provide the funding agency with periodic reports on the status of the project. The Grantee shall comply with, and cooperate with the NTHP in requiring that all sub-Grantees comply with, the provisions of the following laws and regulations to the extent applicable as special conditions to the cooperative agreement that is being used to fund the project:

- A.** Buy American Act (41 U.S.C. 10a-c and Public Law 105-277);
- B.** Byrd Anti-Lobbying Amendment (31 U.S.C. 1352);
- C.** Clean Air Act of 1970 (42 U.S.C. 7401 et seq.);
- D.** Contract Work Hours and Safety Standards Act (40 U.S.C. 327-333);
- E.** Copeland "Anti Kick-Back Act" (18 U.S.C. 874 and 40 U.S.C. 276c);
- F.** Debarment and Suspension (Executive Orders 12549 and 12689);
- G.** Drug-free Workplace Act (41 U.S.C. 701);
- H.** Equal Employment Opportunity regulations (Executive Order 11246, as amended by Executive Order 11375 and as supplemented by 41 CFR, Part 60);
- I.** Federal Water Pollution Control Act (33 U.S.C. 1251 et seq., as amended);
- J.** Non-Discrimination Acts, including but not necessarily limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which the grant award was made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the grant award;

2. Publicity & Publications. Any press release, publication, and other material publicizing or resulting from the work performed by the Grantee pursuant to this Agreement (including video and audio tapes, websites, and other electronic forms) must include an acknowledgment that the project was supported by a grant from the U.S. Environmental Protection Agency. The Grantee shall forward two (2) copies of any of these materials to the NTHP for review and approval prior to their use, release, or distribution. The U.S. Environmental Protection Agency has a royalty-free right to republish any publications generated by the Grantee with grant funds.

3. Certification Regarding Debarment and Suspension. Prior to the start of any work on the project, the Grantee shall deliver to the NTHP a completed Certificate regarding debarment, suspension, and other matters using the form which is attached as **Exhibit A-1** and incorporated by reference.

4. Examination of Records. The NTHP, U.S. Environmental Protection Agency, the Comptroller General of the United States, and their representatives have the right to access and examine any books, documents, papers, and records of the Grantee that involve transactions related to this Agreement, for the purpose of audit and making excerpts and transcriptions. The Grantee shall maintain auditable records for at least three (3) years following the completion of the Agreement. Further, the Grantee shall permit these representatives access to its facilities and personnel for the purpose of on-site inspections, and shall provide information, as requested, to determine compliance with the cooperative agreement terms and conditions.

5. Termination of Award. If funds are not appropriated or otherwise made available for the continued performance of the cooperative agreement, or if the cooperative agreement is terminated, the NTHP may terminate this Agreement without penalty upon written notice to the Grantee.

6. Prohibition on Lobbying & 18 U.S.C. 1913.

A. This Agreement does not:

- i.** authorize the Grantee to provide any service or to produce or distribute any advertisement, telegram, telephone call, letter, printed or written communication, or other device intended or designed to influence in any manner a member of Congress, to favor or oppose, by vote or otherwise, any legislation or appropriation by Congress; or
- ii.** obligate the NTHP to pay any compensation to the Grantee or to reimburse the Grantee for any expenses incurred in providing any service or producing or distributing any advertisement, telegram, telephone call, letter, printed or written communication, or other device intended or designed to influence in any manner a member of Congress, to favor or oppose, by vote or otherwise, any legislation or appropriation by Congress.

B. No part of the money appropriated by any enactment of Congress shall, in the absence of express authorization by Congress, be used directly or indirectly to pay for any personal service, advertisement, telegram, telephone, letter, printed or written matter, or other device, intended or designed to influence in any manner a Member of Congress, to favor or oppose, by vote or otherwise, any legislation or appropriation by Congress, whether before or after the introduction of any bill or resolution proposing such legislation or appropriation; but this shall not prevent officers or employees of the United States or of its departments or agencies from communicating to Members of Congress on the request of any Member or to Congress, through the proper official channels, requests for legislation or appropriations which they deem necessary for the efficient conduct of the public business. Whoever, being an officer or employee of the United States or of any department or agency thereof, violates or

attempts to violate this section, shall be fined under this title or imprisoned not more than one year, or both; and after notice and hearing by the superior officer vested with the power of removing him, shall be removed from office or employment.

7. Trafficking Victims Protection Act (Section 106(g)). The Grantee shall not: (i) engage in severe forms of trafficking in persons or procure a commercial sex act during the period of time that the grant, contract, or cooperative agreement is in effect, or (ii) use forced labor in the performance of the grant, contract, or cooperative agreement.”

8. Hotel-Motel Fire Safety (40 CFR 30.18). If applicable, the Grantee agrees to ensure that all space for conferences, meetings, conventions, or training seminars funded in whole or in part with federal funds complies with the protection and control guidelines of the Hotel and Motel Fire Safety Act (PL 101-391).

Appendix B

Certificate Regarding Debarment, Suspension, and Other Responsibility Matters, Drug-free Workplace Requirements and Lobbying

U.S. Department of the Interior

Certifications Regarding Debarment, Suspension and Other Responsibility Matters, Drug-Free Workplace Requirements and Lobbying

Persons signing this form should refer to the regulations referenced below for complete instructions

Certification Regarding Debarment, Suspension, and Other Responsibility Matters - Primary Covered Transactions - The prospective primary participant further agrees by submitting this proposal that it will include the clause titled, "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions. See below for language to be used or use this form for certification and sign. (See Appendix A of Subpart D of 43 CFR Part 12.)

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion- Lower Tier Covered Transactions - (See Appendix B of Subpart D of 43 CFR Part 12.)

Certification Regarding Drug-Free Workplace Requirements - Alternate I. (Grantees Other Than Individuals) and Alternate II. (Grantees Who are Individuals) - (See Appendix C of Subpart D of 43 CFR Part 12)

Signature on this form provides for compliance with certification requirements under 43 CFR Parts 12 and 18. The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of the Interior determines to award the covered transaction, grant, cooperative agreement or loan.

PART A: Certification Regarding Debarment, Suspension, and Other Responsibility Matters - Primary Covered Transactions

CHECK IF THIS CERTIFICATION IS FOR A PRIMARY COVERED TRANSACTION AND IS APPLICABLE

- (1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
 - (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by and Federal department or agency;
 - (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - (d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
- (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

PART B: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

CHECK IF THIS CERTIFICATION IS FOR A LOWER TIER COVERED TRANSACTION AND IS APPLICABLE.

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

PART C: Certification Regarding Drug-Free Workplace Requirements

CHECK IF THIS CERTIFICATION IS FOR AN APPLICANT WHO IS NOT AN INDIVIDUAL.

Alternate I. (Grantees Other Than Individuals)

A. The grantee certifies that it will or continue to provide a drug-free workplace by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- (b) Establishing an ongoing drug-free awareness program to inform employees about --
 - (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's policy of maintaining a drug-free workplace;
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a):
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will --
 - (1) Abide by the terms of the statement; and
 - (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
- (e) Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
- (f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(d), with respect to any employee who is so convicted --
 - (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended;
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e) and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Check if there are workplaces on file that are not identified here.

PART D: Certification Regarding Drug-Free Workplace Requirements

CHECK IF THIS CERTIFICATION IS FOR AN APPLICANT WHO IS AN INDIVIDUAL.

Alternate II. (Grantees Who Are Individuals)

- (a) The grantee certifies that, as a condition of the grant, he or she will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant;
- (b) If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, he or she will report the conviction, in writing, within 10 calendar days of the conviction, to the grant officer or other designee, unless the Federal agency designates a central point for the receipt of such notices. When notice made to such a central point, it shall include the identification number(s) of each affected grant.

**PART E: Certification Regarding Lobbying
Certification for Contracts, Grants, Loans, and Cooperative Agreements**

CHECK IF CERTIFICATION IS FOR THE AWARD OF ANY OF THE FOLLOWING AND THE AMOUNT EXCEEDS \$100,000: A FEDERAL GRANT OR COOPERATIVE AGREEMENT; SUBCONTRACT, OR SUBGRANT UNDER THE GRANT OR COOPERATIVE AGREEMENT.

CHECK IF CERTIFICATION IS FOR THE AWARD OF A FEDERAL LOAN EXCEEDING THE AMOUNT OF \$150,000, OR A SUBGRANT OR SUBCONTRACT EXCEEDING \$100,000, UNDER THE LOAN.

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying" in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

As the authorized certifying official, I hereby certify that the above specified certifications are true.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL

TYPED NAME AND TITLE

DATE